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| Committee Name | | | | | |
| 7.19.2017 | | 6:00 pm | | HCOG | |
| Facilitator | Jim Drawe | | | | |
| Minute Keeper | MaryEllen Kennedy | | | | |
| Committee Attendees | Jim Drawe David Dvore Craig Martin  Bob Labrie Jeremy Dunn Leslie Rule  Charley Rose MaryEllen Kennedy | | | | |
| Guest Attendees | David Kramer, Gayle Huntress | | | | |
| Approve Minutes from 6/21/2017 Yes NO Not Applicable | | | | | |
| Minutes from 7/5/2017 approved, Leslie & Craig abstained | | | | | |
| Regional Broadband Solution | | | | | |
| Discussion Notes |  | | | | |
| Contracts with WG+E: Rowe, Charlemont, New Salem [other towns? -mek] signed. Heath about to. Aaron said he has 8 signed & 4 pending.  Hawley contacted WG+E. Leslie will check with Lark.  Jim was questioned about accounts needed, asked if the information was on website. David met with town accountant, she said only 2 accounts needed, items can be identified by categories. Jim – the MLP should have separate set of books with its own accounts. When the town runs a balance sheet for reporting, MLP should not be included and vice versa. Enterprise funds are governed by towns and need town meeting approval. This is a service we can supply to town, to make sure books are set up correctly. See Diedre’s notes previously sent on this topic.  We need to contact MIIA to clarify insurance needs for MLP.  Plainfield –  Shutesbury, Charlemont, Shutesbury all doing “due diligence”. Shutesbury issuing RFI August 1, for ISP/operations/maintenance, etc. – trying to compare with full services WW will offer. Towns can use theirs once it’s published. Charlemont has issued an RFI (confirm).  No deal yet for New Marlborough, Frontier deal uncertain.  Worthington contacted Charter since Peru has chosen them, date for meeting has not been set.  Should WW respond to RFIs for operation being published by the towns? We should respond, some towns will require a response to consider later. The coop is a different model, with expenses covered by revenue, so towns should have a lower cost.  Good presentation at Middlefield last Monday, David & Jim presented. The town seemed favorable. | | | | | |
| Decisions/Outcomes |  | | | | |
| WiredWest will respond to RFIs for operations. | | | | | |
| Action Items | | | Person Responsible | | Deadline |
| Check on Hawley status | | | Leslie | |  |
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| WG+E | | | | | |
| Discussion Notes |  | | | | |
| WG+E kickoff meetings – they are presenting all their operational services, no real mention of WW. Leslie believes John Leary of WG+E is pushing “Regional Light” – aggregating towns without WW.  Reviewed contract between WG+E & WW. Some terms will affect our contract with the towns for operation. Gayle has sent an updated version of the pole primer (correcting misinformation from utilities). This is still a work in progress and should not be shared.  MLP Board/Broadband Committee Minutes | | | | | |
| Decisions/Outcomes |  | | | | |
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| Action Items | | | Person Responsible | | Deadline |
| Send WG+E contract with changes to Diedre | | | JIm | |  |
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| August 9 BoD meeting | | | |
| Discussion Notes |  | | |
| Next BoD was scheduled for August 9. We don’t really have much to discuss, still working on key documents.  The August 9th BoD meeting will be cancelled and the September meeting will be on the 13th. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
| Send update in lieu of BoD meeting | | Outreach - Charley |  |
| Update calendar to reflect August 9 cancellation. | | MaryEllen |  |
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| MBI/EOHED update | | | |
| Discussion Notes |  | | |
| Not discussed. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Committee Updates | | | |
| Discussion Notes |  | | |
| Not discussed. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| Review other ongoing work, including meetings, conference calls | | | |
| Discussion Notes |  | | |
| Jim will be meeting with Otis – they seem to have lost interest in a connection via Becket, but we would still prefer to connect to Blandford through them.  Diedre’s bill exceeded what we have left in the grant. The last invoice was submitted to MBI. The grant person has left, so it has been escalated to Ed Donnelly.  Leslie is working with Diedre on privacy policy. Diedre recommended starting by asking WGE+E. Leslie wrote an initial document based on research on privacy policies.  Jim & Leslie will be presenting to New Ashford on Monday, July 24. | | | |
| Decisions/Outcomes |  | | |
| We will schedule an EC meeting on September 6 to prepare for the BoD meeting. | | | |
| Action Items | | Person Responsible | Deadline |
| Meeting with Otis | | Jim |  |
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| Other business which could not be reasonably foreseen within 48 hours of meeting | | | |
| Discussion Notes |  | | |
| No discussion. | | | |
| Decisions/Outcomes |  | | |
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| Action Items | | Person Responsible | Deadline |
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| MEETING WRAP UP | | | |
| Set Next Meeting | | | |
| 2 Aug 2017 | | 6:30 pm | HCOG |
| Agenda Items |  | | |
| Adjourn at 9:35 pm | | | |
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